**Hintze Dance Center, Inc.**

15014 Spring Cypress Road, Ste. 220, Cypress, TX 77429 281-246-1250

15055 Fairfield Meadow Dr. Ste. 160, Cypress, TX 77433 281-213-4249

www.hintzedance.com

## Studio Rules & Procedures - Summer 2023

**Registering for Classes**

If you know the skill level you are looking for, review the current class schedule, complete a Registration & Release form, and submit your payment plus the annual registration fee (refer to the Class Tuition sheet for specific payment details).

**Tuition Payments**

Summer tuition is based on the total hours danced per week, per the 6-week schedule. Summer classes and Registration Fee must be paid in full at the time of registration. Once tuition fees are paid for the summer, they are non-refundable for any reason. When you register and pay, we will hold a spot for your dancer. **Please note - we accept exact cash, checks, and credit cards.**

**\* There is a $30.00 fee for returned checks. \***

# Conduct in the Studio

The following code of conduct applies to all visitors in the studio, whether student, parent, relative, sibling, or friend:

* **NO food, drinks, candy, or gum is allowed in the studio.** Only bottled water is allowed.
* Small children should not be left unattended. Please do not allow children to play with trophies or photographs on the walls, or peel paint.
* Only authorized personnel are allowed in the office.
* No running and disruptive horseplay in the studio lobby.
* Any student who continually disrupts a class may be dismissed from that class. If the behavior does not improve, the student may be permanently withdrawn from the class (with no refund).

**Drop-off & Pick-up**

Face masks are optional.

Students should arrive 5-10 minutes early to prepare for class to begin.

If you must leave, please return promptly to pick dancers at end of class. Hintze Dance Center is not responsible for students left unattended.

**Missed & Make-up** Classes

If you miss a class due to vacation or illness, you may make the class up in one of a similar level. **There is no pro-rating for missed classes**. Check with the office for class availability. All make-up classes must be completed prior to the end of the summer schedule.

**Withdrawals**

You may withdraw from any class by giving 2 weeks *written* notice. **Tuition is non-refundable for the summer session.**

**Dress Code**

*Ballet & Combo (Ballet/Tap) Classes*

* Apparel: Black leotard with pink tights
* Dance shoes: Pink ballet shoes/black tap shoes
* Hair: Must be in a bun

*Jazz, Modern, & Tap Classes*

* Apparel: Black leotard with skin tone specific tights or jazz pants, jazz capris or shorts
* Dance shoes: Black jazz shoes or tap shoes
* Hair: Must be pulled back, away from the face

*Hip-Hop Classes*

* Apparel: Dance top, black jazz pants, jazz capris or shorts
* Dance shoes: Black jazz shoes or tennis shoes
* Hair: Must be pulled back, away from the face